

WHAT ARE VETERAN'S PREFERENCE POINTS?

Veteran's preference points are provided under Civil Service Commission Rule VII(E) for all open competitive examinations. If you have served in the military, you are eligible for the addition of extra points to your passing exam score if you **meet the following condition**:

You have served on active military duty in the Armed Forces of the United States, or on active military duty in the Reserves or National Guard under Title 10, United States Code Armed Forces (Army National Guard of the United States, Army Reserve, Navy Reserve, Marine Corps Reserve, Air National Guard of the United States, Air Force Reserve, Coast Guard Reserve), and were discharged or released from such duty under honorable conditions (*Honorable or Under Honorable Conditions (General)* character of service designations). For purposes of this preference consideration, individuals discharged with other than honorable conditions under the United States Armed Forces' *Don't Ask Don't Tell Policy* will be considered to have been released under honorable conditions.

*If you meet this condition and you are able to document your eligibility, five (5) points will be added to your final **passing** examination score.*

Anyone who has established veteran status as defined above, and who has the present existence of a service-connected disability rated ten percent (10%) or higher, as determined by the Department of Veterans' Affairs, or by the applicable military service, may be eligible for disabled veteran's preference points. *A total of ten (10) points will be added to your final passing score if you document your disabled veteran status.*

HOW DO I GET THEM?

Anyone who wishes to be awarded veteran's preference points or disabled veteran's preference points must provide proof of military service and/or disability, by submitting to the Commission **no later than the final day of testing**:

1. A Form DD214 (**Member 4**) indicating the branch of service, character of discharge, and enlistment dates.

OR

A Service Information Letter or comparable documentation that verifies your military service dates and discharge status from the Franklin County Veterans Service Commission, 280 East Broad Street, Columbus, Ohio or the Department of Veterans Affairs, Federal Building, 200 North High Street, Columbus, Ohio.

2. Disabled veterans only must also submit, in addition to the DD214, an award letter from the Department of Veterans' Affairs or applicable military service **stating the percent of service-connected disability**.

WHAT IF I AM STILL ON ACTIVE DUTY?

Anyone who has not yet been discharged from the military but would like to receive veteran's preference consideration **must** (a) present by the final day of testing, proof of current military service (either a military ID or a Statement of Service from the individual's Commanding Officer, Administrative Officer, Personnel Officer, or Recruiting Officer), **and** (b) submit, prior to the date the eligible list is established, an acceptable Form DD214 or Service Information Letter as described in No. 1 above.

NOTE: Veteran's points can only be used once. If you are appointed to a City position from an eligible list in which preference points were received, you are ineligible for preference points on future exams, unless your employment was terminated as a result of a layoff.